



Gray Davis, Governor  
State of California  
Business, Transportation and Housing Agency

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January 31, 2002

Dear Plan Administrator:

RE: FILING NEW REPORTING FORMS

The Department of Managed Health Care ("Department") has made additional changes to the reporting forms and instructions for those forms. The forms and instructions are available on the Department's website: <http://www.hmohelp.ca.gov/hpp/memos/>. For the plans that will be filing electronically, a user id and password will be sent to you, once we receive your Electronic Filing Agreement. Please note that the above web site address and attachments to this letter are for financial reporting only. This process is separate from the e-filing/licensing project.

We scheduled a meeting with the health plans on January 18, 2002. During the meeting, we highlighted some information regarding the reporting forms, gave an overview of electronic filing, and had a question and answer session which gave the plans the opportunity to ask specific questions regarding the reporting forms and electronic filing. We included a list, of the majority of the questions asked, and our responses to those questions.

On December 5, 2001, the Department sent an Electronic Filing Agreement (EFA) to all health plans. Since that date, the EFA has been revised (revision date 1/15/02) to include a penalty of perjury clause. If your health plan filed an EFA, another agreement needs to be submitted on the revised form. A revised EFA has been included with this letter. In addition, **ALL HEALTH PLANS WILL BE REQUIRED TO FILE THEIR REPORTING FORMS ELECTRONICALLY AS OF JUNE 30, 2002.**

We are compiling a list of email addresses for plan contacts regarding the reporting forms and electronic filing of the reporting forms. Please email: [healthplanreporting@dmhc.ca.gov](mailto:healthplanreporting@dmhc.ca.gov) with the names and email addresses of those individuals that should receive regular updates of the reporting forms and electronic filing.

If you have any comments on the reporting forms or additional questions regarding the meeting, please call or email.

Sincerely,

Michelle Yamanaka  
Financial Examiner  
Division of Financial Oversight

Attachments

